



# WASHOE COUNTY

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## STAFF REPORT BOARD MEETING DATE: October 28, 2014

**DATE:** October 9, 2014  
**TO:** Board of County Commissioners  
**FROM:** Grady Tarbutton, Director – Senior Services  
328-2575 gtarbutton@washoecounty.us  
**THROUGH:** Kevin Schiller - Assistant County Manager

**SUBJECT: Recommendation to authorize the purchase of coffee and associated supplies for Department of Senior Services morning coffee service at all Senior Centers in an amount not to exceed \$15,000 for fiscal year 2014/2015. (All Commission Districts)**

### SUMMARY

The Department is recommending that the Board of County Commissioners authorize the purchase of coffee and associated supplies for Department of Senior Services morning coffee service at all Senior Centers in an amount not to exceed \$15,000 for fiscal year 2014/2015.

County Strategic Objective supported by this item: Safe, secure and healthy communities.

### PREVIOUS ACTION

The Department has requested authorization from the Board to purchase refreshments annually.

### BACKGROUND

Senior Services' sponsored Senior Centers are open at a minimum of four hours each day, Monday through Friday, excluding holidays. The Department receives Nutrition Services Grants funded by the Older Americans Act through the Nevada Aging and Disability Services Division. The grants pay for the cost of preparing and serving a luncheon meal, but do not pay for morning refreshments, such as coffee service. The grant regulations require that the menus must be prepared by a dietician and meet one-third of the minimum daily nutritional requirements of seniors, as established by the US Department of Agriculture. Consequently, other funds must be found for morning coffee service.

Currently seniors pay for their own coffee at \$.50 per cup. The Department's purchase of coffee and supplies will encourage more seniors to attend Senior Center events, which provide opportunities for socialization, learning and active lifestyles that are essential for their well-being.

AGENDA ITEM # 14F1

In addition to the currently budgeted donations, the Department is seeking sponsorship from Starbucks and other potential donors. Starbucks provided coffee to the Department as recently as FY 2006/07 and has expressed a strong interest in supporting these services.

### **FISCAL IMPACT**

The Department will use General Donations budgeted in the FY14/15 departmental budget under Internal Order 20046 to pay for the morning coffee service for seniors. Should the Board approve the Department's request the follow adjustments will be necessary:

Decrease	20046-710500 by \$15,000
Increase	20046-710872 by \$15,000

### **RECOMMENDATION**

The Department is recommending that the Board of County Commissioners authorize the purchase of coffee and associated supplies for Department of Senior Services morning coffee service at all Senior Centers in an amount not to exceed \$15,000 for fiscal year 2014/2015.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to authorize the purchase of coffee and associated supplies for Department of Senior Services morning coffee service at all Senior Centers in an amount not to exceed \$15,000 for fiscal year 2014/2015."